GENERAL SERVICES ADMINISTRATION
Washington, DC 20405

CIO P 2160.1E

GSA ORDER

SUBJECT: General Services Administration (GSA) Information Technology (IT) Standards
Profile

1. Purpose. To ensure acquisition and use of standard information technologies and proper
maintenance of the IT Standards Profile.

a. To ensure that all acquisitions that include information technologies or cloud services
specify adherence to the IT Standards Profile.

b. To ensure the correctness, completeness, and currency of the IT Standards Profile
through the definition of roles, responsibilities, and processes for IT Standards Profile
governance and maintenance.

2. Applicability.

a. This order is applicable to GSA service offices, staff offices, and regions acquiring or
using information technologies in the conduct of GSA business.

b. Information technologies include: software, hardware, and cloud services. Software
includes: any programs installed on GSA-furnished equipment such as laptops, mobile devices,
and servers. Hardware includes: laptops, mobile devices, and network equipment such as
servers, routers, switches, or other telecommunications devices. Cloud services include:
Platform as a Service (PaaS), Infrastructure as a Service (IaaS), and Software as a Service
(SaaS).

3. Cancellation. This order cancels CIO 2160.1D GSA Information Technology (IT) Standards
Profile, dated 2 September 2010.

4. Responsibilities

a. Office of the Chief Information Officer (OCIO). The OCIO is responsible for the IT
Standards Profile.

b. Enterprise Architecture Committee (EARC). The EARC, headed by the Director, Office
of Enterprise Management Services (IE), has OCIO approval authority for changes to the IT
Standards Profile.

c. GSA staff. GSA staff initiates requests for changes to the IT Standards Profile when no current standards suffice. Requests for changes to IT Standards Profile must justify the need for a new technology and demonstrate consideration of current IT standards.

5. Compliance. Information technologies may be used in the GSA IT environment if they are approved for use in the IT Standards Profile.

a. In order for a technology to become an approved standard, it must meet GSA's security, legal, and accessibility requirements as determined by formal review.

b. The IT Procurement Checklist requires that IT standards compliance language be included in IT acquisition documents including acquisition plans and solicitation requests. Compliance includes following the IT Standards Profile change processes.

c. Information technologies acquired through any means – including, but not limited to, formal contract vehicles, credit cards, or open-source – must comply with the IT Standards Profile.

d. GSA program managers are responsible for ensuring that their programs are compliant with the IT Standards Profile and policy.

e. Compliance with the IT Standards Profile is not intended to block innovation but to promote innovative use of technology within the approved standards.

f. The criteria for considering an IT technology to become a standard product include the following:

(1) Whether an existing standard product can meet the requirements,

(2) Whether the product is attached to an existing solution,

(3) Whether the parties requesting the product should have use of the product,

(4) What the projected life cycle of the proposed product is, and

(5) Related practical considerations.

g. The enterprise architecture staff conducts the analysis and proposes actions to the EARC. The proposed actions will include one or more of the following:

(1) Adopt – incorporate a new standard or approved product into the IT Standards Profile.

(2) Retain – maintain an existing standard or product.

(3) Revise – update an existing standard or product with a more recent version.

(4)   Replace – retire an existing standard or product and adopt a new standard or product in its place.

(5)   Retire – remove an existing standard or product from the IT Standards Profile.

h.   There are two mechanisms for initiating IT Standards Profile change requests.

(1)   Initiate change requests for desktop software through the IT Service Desk.

(2)   Initiate change requests for all other technologies by contacting it-standards@gsa.gov.

i.   More details about the formal IT Standards Profile change process can be found on the IT Standards webpage on InSite.

6. Signature.

/S/_____   _____Date_____
Sonny Hashmi   February 12, 2014
Acting Chief Information Officer
Office of the Chief Information Officer